

Date of Meeting: April 19, 2022

14b

**BOARD OF SUPERVISORS
BUSINESS MEETING
ACTION ITEM**

SUBJECT: **FINANCE/GOVERNMENT OPERATIONS AND
ECONOMIC DEVELOPMENT COMMITTEE REPORT:
Contract Renewal/Intersection Improvement Design
Services**

ELECTION DISTRICT(S): Countywide

CRITICAL ACTION DATE: April 19, 2022

STAFF CONTACT(S): Christopher Bresley, Finance and Budget
John Sandy, Finance and Budget
James Zeller, Transportation and Capital Infrastructure
Joe Kroboth, III, Transportation and Capital Infrastructure

PURPOSE: To renew the Intersection Improvement Design Services Contracts.

RECOMMENDATION(S):

Finance/Government Operations and Economic Development Committee (FGOEDC): At the FGOEDC meeting on April 12, 2022, the FGOEDC recommended (4-0-1: Letourneau absent) to the Board of Supervisors (Board) that the Purchasing Agent be authorized to renew the Intersection Improvement Design Services contracts during the period of July 1, 2022, through June 30, 2023 with Gorove/Slade Associates, Inc., HNTB Corporation, Dewberry Engineers, Inc., and Rummel, Klepper & Kahl, LLP in the estimated amount of \$8,000,000.

Staff: Staff concurs with the recommendation of the FGOEDC.

BACKGROUND: Request for Proposal (RFP) No. 141784, Intersection Improvement Design Service, was issued on December 9, 2019, and 15 proposals were received on January 22, 2020. The Proposal Analysis Group (PAG) consisted of three members from the Department of Transportation and Capital Infrastructure (DTCI). Six firms were shortlisted on March 31, 2020, and after interviews, four firms were awarded contracts on June 16, 2020. The purpose of this contract is to provide a pool of qualified consultants to support any County Intersection Improvement Design Services requirements. The award of these contracts included four one-year renewal options. Staff is recommending award of the second renewal option for the period of July

1, 2022, through June 30, 2023, in the estimated amount of \$8,000,000. Contract renewals are only provided to those contractors with satisfactory performance.

ISSUES: If these contracts are not renewed, projects would have to be procured with informal quotes for small projects or formal competitive negotiations for designs expected to exceed \$80,000. This would cause severe impacts on staff resources and possibly add a three-to-six-month lead time to many projects covered by this contract.

FISCAL IMPACT: The County estimates spending approximately \$8,000,000 on Intersection Improvement Design Services during the contract period (July 1, 2022, through June 30, 2023). Funding for this contract would come from various sources, including, but not limited to, the Capital Improvement Projects Fund, the DTCI operating budget, and the Department of General Services (DGS) operating budget. No additional appropriations are being requested for this contract renewal.

ALTERNATIVES:

1. Authorize the Purchasing Agent to renew the Intersection Improvement Design Services contracts with Gorove/Slade Associates, Inc., HNTB Corporation, Dewberry Engineers, Inc., and Rummel, Klepper & Kahl, LLP in the estimated amount of \$8,000,000.
2. Do not authorize the Purchasing Agent to renew the contracts and direct staff on how to proceed.

DRAFT MOTIONS:

1. I move the recommendation of the Finance/Government Operations and Economic Development Committee that the Board of Supervisors authorize the Purchasing Agent to renew the Intersection Improvement Design Services Contracts with Gorove/Slade Associates, Inc., HNTB Corporation, Dewberry Engineers, Inc., and Rummel, Klepper & Kahl, LLP in the estimated amount of \$8,000,000.

OR

2. I move an alternate motion.